

Catawba County Emergency Medical Services Standard Operating Guidelines

Phone Calls

The telephone lines at the EMS bases are designed for conducting County business. Catawba County EMS understands employees may need to use base phones for personal business. This policy will help understand rules for phone use.

- Personal phone calls must be limited to ten (10) minutes.
- EMS phone numbers shall not be listed in want ads or personal business of any nature for employee contact. Personal phone messages will not be taken for field personnel by the administrative office, with the exception of emergency calls.
- 828-465-8473 is the number to be used for a “work” number.
- Cellular phones in EMS units are to be used for emergencies, for the contact of Medical Control and for administrative calls only. Calls should be kept to a minimum. Personal phone calls are prohibited.

4/7/06 – BDB